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CHNFIDENTIAL

OC M-74-480 23 August 1974

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT : Weekly Report

25X1A 25X1A 25X1A 25X1A 25X1A

Efforts are underway to relieve the communicators

Operators from both Headquarters

are being dispatched where arrangements are being made to place them on an scheduled for August 24th. This action was requested by COS, and who is in in light of the long ordeal which has exhausted the present Staff.

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2. Middle-East: In conjunction with we are making a survey of commercial leased line capabilities to field stations served by our radio base This is an effort to improve upon the contingency planning for the possible loss of that relay facility.

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3. The construction contract for the new transmitter facility was signed this week. Construction should commence within three weeks.

4. Data Terminal Security: OC and OS have developed mutually agreeable guidelines for unattended operation of the KG-13 crypto equipment in Ames Building. This will permit Ames Building users to access OJCS computers during non-duty hours without augmenting OC staffing at the Ames comcenter.

## Planned Activities

1. OC-CS will brief several Branch Chiefs from NSA S-3 on Agency cryptographic accounting procedures and techniques. The briefing and facilities tour is scheduled for 28 August.

## 2. Training:

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The training workload for the week of 26 August is projected to be 13 courses of instruction with 54 students enrolled. A breakdown of student enrollment by Agency component is as follows:

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25X1A	following activities are scheduled to be held the week of 26 August:			ld during	
	Date		Activity	Attendi	ng
	26-27 August		C Conference	12	
	29-30 August	OF Ca	areer Board Panel		5X1A
	Mirector of Communications				